

Governing Board Minutes
March 10, 2020

Board Attendees: Christina Allee, Kevin Emerson, Angela Funya, Sandi Imbriale, Mike Kantor, Adam Malisch, Pam McLeod, Merrie Beth Nauman, Shannon Norris, Colby Nelson, Donna Poudrier, Roberta Sola

Board Members Absent: Karen Antonacio, Carrie Campbell, Richard Carey, John Cook

Committee Attendees: N/A

Community Attendees: N/A

Agenda Item	Action
Convened at 05:35 PM	None
PUBLIC Comment: None	Discussion
MOTION: Approve the February Minutes	VOTE 8-0
AGENDA ITEMS <ul style="list-style-type: none"> • Board development – Board development – webinar that MB sent from Maryland alliance of charter schools – <ul style="list-style-type: none"> ○ through the link on the minutes – 45 minutes ○ Good to watch to refocus on the goal of the board https://zoom.us/webinar/register/WN_QXPmTj1fTiajuiSt-pVV9A ○ Goals of charter school board videos. Expectation to watch by the next board meeting. 	DISCUSSION
Director’s Report <ul style="list-style-type: none"> • Next week is 18th March – WEBED – who is auditing for MSDE for the site visit • For about 3 hour visit as part of the grant audit process. • How are we using the grant funds. • Meeting with: Kevin, Mr. Carey, MB, Ms. Dean with evidence of the expansion. • May ask for additional documentation – they may ask for additional understanding of weighted lottery – pointed them to grant submission information. In the planning for that. • Will meet with MSDE on Friday to finalize the agenda • That is the biggest thing on the radar for now. • Corona Virus concerns – not been given any other guidance – <ul style="list-style-type: none"> ○ Monitoring field trips going out and where and making decisions on those one at a time. Italy discussion. ○ Administrators going to central office to get more guidance on Corona Virus. 	DISCUSSION

<ul style="list-style-type: none"> ○ Request to shut down all conversations on the facebook for Coronavirus. Managing the banter. ○ Something official to send out expected tomorrow, after that meeting. ● In process of video with MARS with the college – processing opt out forms, working with SMCPS on all of the basis and other forms that need processed. ● Lottery is done, everyone that has been invited has accepted other than 2 and will start working down the list of applicants on weight list. ● Would be normally starting into testing season in the next month, with spring break and working planning. 	
<p>AGENDA ITEMS</p> <p>Facilities Report:</p> <ul style="list-style-type: none"> ● Water leak – geothermal – jackhammering in the pump room on 2 March, the location in the pump room that was expected was not found – now thinking the connection might be in the building – in Mr. Clapp’s classroom. ● Turned on leaking valve- no water has been found. They will be coming back next week and working path forward from there. ● Library – working on getting books on the shelves – ● Third floor – moisture levels that are up there- someone reported mold – called SMCPS and define the process, we completed that process, and no mold was found. They said that they would not require corrections for that. We know that dehumidifiers are run up there and it is test every five years to make sure that there is not a toxic environment up there. ● Air quality testing is completed yearly throughout the building. ● Question for Pam – finding an old lease – from 2017 – sent that from SMCPS – they are reviewing it to see if adequate – then will work with them on changes requested – action is at the county. <p>RFP</p> <ul style="list-style-type: none"> ● Accepted proposal from MD Nonprofit – they will start dialing into monthly board meetings ● Worked with MB and Carrie on official document requests ● Will probably need to have meetings with the school and staff. ● Will have more prior to next meeting. ● Kevin sent a draft today of goals and committee meetings. ● Strategic plan contract says December – <ul style="list-style-type: none"> ○ There is not an exact timeline, but we will be driving it. ○ It is aggressive, it is going to be difficult for us to come up with the plan. ○ The harder piece is going to be holding ourselves accountable to the strategic plan. That is what is going to be required to continue to successful. About 6 months. 	

- Bylaws will have changed – based on the vote in November – not filling seats to fill seats – want to be strategic on the choice recruiting with background information. Option to add people based on the applicants. May have a skill seat that we need right now, and if the right applicant came about
- Board elections
 - Who is up: Mike, Colby, Roberta. Roberta and Colby is extending and Mike is still working through that.
 - Board role expectation what is expected of each role, some specific tasking or leadership tasking.
 - VC – responsible for board elections, etc.
 - Need one place for concise places for those role in the alliances.
 - The bylaws are a very broad roles definition.
 - The strategic plan should help define this, but we know that this is coming. And other duties as assigned at the bottom
- Academic dean, executive director and transition plan also need to be on the list of roles and responsibilities as part of strategic plan

Townhall dates –

- Originally the town hall was April 21st.
- Reschedule for 14 April – Adam can't be there on the 14th – but he can help set it up appropriately. Working Mathnasium.
- The movie night would also work that night.
- Need parental help to even support Mathnasium as an option – that is not something normal that they do, they normally want someone there.
- Now move to 27th April at 6 PM
- WESTED group may come to both of those meetings- strategic planning meetings and town hall meetings.

Townhall topics:

- Transportation – working with them over the last couple of months on a broader district so that they know.
- Before and Aftercare folk – let them give information
- Continuation of information on CRABS – student or adult lead still for discussion
- RILEY – the puppy
- Strategic Plan – what is happening? Who we are and how we are trying to proceed
- Parent vote - need to look at what the role looks like and how we want it to look like, and how do we want to advertise. 1. What is that role and how does it look like? 2. How do we vote for it? Send out stuff ahead of time, talk about town hall.

Board Elections

- Length of term – there seems to be no difference – what is the difference?
 - General board members are vetted through the board, and the parent rep is voted by the general public.

- Once the person is on the board, what they do doesn't matter. There is a piece that is missing.
- Donna has recommendations that she would like to email to us.
- Statements before hand what experience they have and why they want to be a member to vote.
- Active alliance member.
- Followed board bylaws in the past.
- For the call out requesting interested parties
 - Will include the Board MOU and the COI.
 - Pam will send what ever wants to go out to the mass call to the parent audience.
 - Roberta and Donna to work statements, need to get email out from Pam prior to spring break.
 - Need to get the draft of what is going to go out on the 20th.
 - Collect parents statements by the 13th to support the meeting on the 14th

FUNDRAISING UPDATES:

- Vintage affair recap – It was an amazing event, the event was targeting 20K, we made about 8K this year and working through the details. There were about 20 people less than last year. There was 12K raised last year. Big fan of Saturday not Friday. Would love to get feedback. Usually target first or second weekend in March. Meeting in July and looking to book the hall then.
- Rebecca waters will take on fundraising next year.
- Currently at 65K of fundraising –
- Yardsale –
- Quarter auction
- Passive fundraising has slowed down.
- Week after week pushing this.

GRANTS

- Bond bill – thought it was going to go on Saturday – may be 2 weeks and it will go up. Calvert Marine Museum – got a good chunk of change.
- Other grants – reapplying for ones we didn't get last year. Reapplying now at the beginning of the cycle.
- Garden related thing, looking for something for money – but it probably wouldn't start until – college has someone to maintain the campus lawn and teaches as adjunct professor. Looking into meeting him and having the conversation to see if he is interested in helping – looking at a line item for that area. There were a bunch of grants associated with environmental. 4H club also has stuff – just need to look into. Are we allowed to look into 4H – put the garden into the bond.

Future Meeting Dates:

- April 14, 2020

<ul style="list-style-type: none"> • April 27, 2020 (Second Town Hall – Parent Representative Vote) • May 12, 2020 (2020-2021 Membership Vote) • June 9, 2020 (Executive Membership Vote) • July 14, 2020 (FY2020-2021 First Board Meeting) 	
<p>Action Items:</p> <ol style="list-style-type: none"> 1. Engage with Lawyer for draft lease (Jan 2020 added) 2. Bond Bill Follow-up (Jan 2020 added) 3. Round Building Occupancy Agenda item in Future (March 2020) 	
<p>Adjourn at 6:43PM</p>	